

*Office Memorandum* • ~~CONFIDENTIAL~~ UNITED STATES GOVERNMENT

TO : Services Officer

FROM : Chief of Inspection and Security

SUBJECT: Classification of Requisitions

DATE: JUN 2 1949


REFERENCE: Memo from Services Officer to Chief of I & S,  
dated 20 May 1949, Subject as Above.

1. The recommendation for the elimination of classifications on outgoing contracts or purchase orders covering the procurement of standard equipment by the use of unvouchered funds is concurred in. By standard equipment is meant those articles, commodities or materials which are customarily available through commercial channels and concerning which no comment or curiosity would arise because of their purchase by this Agency.

2. This recommendation should be implemented by having the officer who originates the classified requisition stamp or type on its face some such statement as:

" Purchase orders or contracts for this equipment  
may be unclassified. "

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SHEFFIELD EDWARDS  
Colonel, GSC